

January 20, 2010

Dear University Faculty,

Over the past two years, the Faculty Advisory Committee in association with a number of ad hoc Senate appointed committees, and the Provost's Office, have reviewed the Faculty Manual and suggested changes that were felt necessary to 1) better organize the document, 2) correct language and titles that were no longer current, and 3) to add material to deal with current realities at our University. As you may recall in the past Spring semester (2009), we held a town hall meeting to answer questions and field suggestions. After receiving your input, we then again revised sections of the manual that we felt would best benefit the faculty. We are now presenting that revision to you for your consideration. We will again hold a town meeting (to be announced) to answer questions and take comments and will consider those comments for incorporation into the Faculty Manual revisions. A vote by the faculty on the Faculty Manual changes will be held at the General Faculty Meeting this Spring semester (2010).

We strongly advise you to read through all of the document. However, I will make an effort to direct your attention to those areas that will have the most impact and summarize the changes. Most of these changes deal with issues of Promotion and Tenure.

1. In the current Faculty Manual "Regulations and Policies" appear on page 15, along with qualifications and requirements for appointments. We have changed several of the adjectives used to define the kind of performance expected at each rank. The committee also added a section about Jointly Appointed Faculty
2. There is now a statement dealing with movement of faculty between tenure and non-tenure tracks, as well as between tenure tracks and administrative appointments
3. The nepotism policy is defined
4. Calculation of Probationary Period. There is a new paragraph dealing with extensions of the probationary period for unexpected exceptional circumstances.
5. On page 20 of the current Faculty Manual there is a section "Probationary Period and Appointment Procedures" This has been changed to Deadline for Tenure Decisions Concerning Probationary Faculty. This section has been expanded and better defined.
6. The paragraphs dealing with the creation of unit criteria, and the standards of assessment of the faculty have changed with clearer definitions of the adjectives used to describe faculty performance. Guidelines for the evaluation of Teaching and Research have been clarified and expanded.

7. There is a new section under Procedures for P and T for faculty with joint appointments and memorandum of understanding (MOUs). This section should greatly assist those faculty with joint appointments.

8. The procedures for approval of unit criteria have been expanded

9. Unit Consideration of Tenure and Promotion Files. This section has been clarified and expanded.

10. There is a paragraph dealing with tenure for Laterally Hired Faculty.

11. There has been a reworking of the section on post-tenure review to better define procedures, and to include those faculty with joint appointments and MOUs. The changes in the post-tenure review process were not as extensive as those in the P and T sections.

Again, I encourage every faculty member to set aside some time for a serious read through the recommended changes. I have found it difficult to compare the old document with the new as whole sections have been moved to make the new one flow and be more informative. Instead, I would suggest just reading through the new document and making marks where there are points that are unclear, or could be further expanded, or where there might be exceptions. These changes have been suggested by fellow faculty members to make it a better document for all of us to use as our agreement with the University. There will be an opportunity to post comments to the web site (<http://> etc). These comments will be carefully considered by the Faculty Advisory Committee prior to the town meeting.

Sincerely,

Harold Friedman  
Chair, Faculty Advisory Committee